



May 06, 2016

Dear Summer2016 MercerOnline Student,

For Online Classes that begin on May 23, 2016, we invite you to a special orientation for students enrolled in distance learning courses through MercerOnline. MercerOnline offers you a convenient way to take courses in the midst of your busy life. However, there are pitfalls. We plan to offer success tips, answer your questions, and help you log into your course. The goal of this orientation is to give you the tools necessary to succeed in your online class. (See other side)

If you cannot attend orientation, **it is your responsibility** to obtain your login information for online courses *immediately**. Please call (609) 570-3389 or email us at merceronline@mccc.edu for information or assistance.

As required by Federal regulations, students who fail to log in to their online course(s) and complete substantial coursework during the first week of class will be withdrawn from the course. Such withdrawal could result in loss of financial aid eligibility for the semester. Required course work during the first week may include:

- ***Emailing the instructor***
- ***Taking an orientation quiz***
- ***Posting to the discussion board***

(Note: You must do more than just logging into the course to fulfill the requirement for attendance).

On Campus Orientation

Wednesday, May 18, at 6:00pm in CM110

Location: West Windsor Campus

Online Orientation (Location: Online ** Do not come to campus****)**

We will be running 2 **online** information sessions (you only need to attend one session). These sessions are completely online. **Do NOT come to campus.** They are:

****Thursday, May 19 at 12:00 noon (Online)***

****Monday, May 23 at 6:00pm (Online)***

Go to <https://mccc.blackboard.com> at the time of the session listed below in "Online Orientations." There will be a "Public Announcements" area on the login screen containing a link to the Orientation. Click on the link, type your name and enter as a guest and you will be taken to the orientation.

Disclaimer: We cannot anticipate all possible technical difficulties with home computer systems. If technical difficulties do interfere with your ability to view our online session, please call us at a later time for assistance. (609.570.3389 – merceronline@mccc.edu)

We look forward to meeting you at the orientation,

Dr. Alexandra Salas
Director, MercerOnline
Mercer County Community College

ONLINE SUCCESS TIPS

ENG101 & ENG102 Students:

Students signed up for these classes are **required** to give 2 proctored writing samples during the winter session. The first is during the first week of class. The second will need to be completed during the last week of class. **If you do not complete the two proctored writing samples, you cannot pass the course!** If you are unable to make it to MCCC's Academic Testing Center during these times, you may complete the writing samples at an approved proctored location. Look for a location closest to you at <http://www.ncta-testing.org/cctc/find.php> . Contact MercerOnline for more information at 609-570-3389.

On-Campus Requirements

With the exception of the in-person orientation, proctored writing samples, some testing, or faculty office hours, you spend time in your class each week during hours that are most convenient for you.


- ❖ It is important that you log on to your online course on the first day of class and make sure that you understand the course navigation and requirements.
- ❖ Please send your questions regarding the course to your instructor.

Computers and Browsers:

- ❖ Students taking an online course should be comfortable with navigating the web, using email, and sending and receiving attachments.
- ❖ Preferred browsers to access your online course(s) are Mozilla Firefox and Google Chrome.
****Blackboard's Learning Management System is not compatible with Internet Explorer.**
- ❖ We highly recommend the use of a PC, Mac or Laptop to access your online course materials, as opposed to a tablet or mobile device.
- ❖ **You will not be able to login to your course until a few days prior to the official start date of the class.**

To view a list of Online courses we will be offering for the Summer 2015 semester go to http://www.mccc.edu/programs_tvc_int.shtml to view the list. Please note: this list is subject to change at any time.

Blackboard Login

1. Go to https://mccc.blackboard.com/	 <p>The image shows a login form for MercerOnline. At the top is the MercerOnline logo with the text 'Mercer County Community College' below it. There are two input fields: 'USERNAME:' and 'PASSWORD:'. Below the password field is a 'Login' button. At the bottom right, there is a link that says 'Forgot Your Password?'.</p>	<i>EXAMPLE:</i>
2. Insert your Username and Password		Username: john.student
<ul style="list-style-type: none">• Username = your first name followed by a period and your last name (john.student).• Password = your birthdate (MMDDYY).	Password: 021989	

Contact us with any problems or questions: 609.570.3389 or email: merceronline@mccc.edu